

[Your Company's Letterhead]

[Date]

[Embassy/Consulate Name]

[Embassy/Consulate Address]

[City, State, Zip Code]

Subject: Letter of Employment for [Employee's Full Name]

To Whom It May Concern,

This is to confirm that [Employee's Full Name], holding the position of [Employee's Job Title], is employed with [Company Name] since [Employee's Start Date]. [He/She/They] is a full-time employee working [Number of Hours] hours per week.

[Employee's Full Name] is entitled to a monthly salary of [Salary Amount] AED and [additional benefits, if applicable, e.g., health insurance, accommodation allowance].

This letter is issued at the request of [Employee's Full Name] for the purpose of obtaining a visa for [his/her/their] relocation to the UAE. Should you require any further information, please do not hesitate to contact us at [Company's Phone Number] or [Company's Email Address].

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Company Phone Number]

[Company Email Address]